

BOARD OF FINANCE
MINUTES
REGULAR MEETING
3 Primrose Street – Council Chambers
Thursday, February 24, 2022 at 7:30 p.m.

These minutes are subject to approval by the Board of Finance

Present: John Madzula, Chandravir Ahuja, Laura Miller, Steven Goodridge, Erica Sullivan, Geoffrey Dent
Also Present: First Selectman Dan Rosenthal, Finance Director, Bob Tait, Director of IT, Al Miles, Chief of Police Lieutenant Kullgren, BOE Chair, Deb Zukowski, BOE Member, Don Ramsey and one member of the public

Chair Madzula called the meeting to order at 7:31 p.m. Attendees saluted the American Flag.

Voter Comments

None

Communications

None

Minutes

Erica Sullivan moved to approve the minutes of the special meeting on February 23rd, 2022. Mr. Ahuja noted the correction of the misspelling in his name in the first paragraph after the Finance Director's report. Geoffrey Dent seconded. All in favor and motion passes.

First Selectman's Report

The First Selectman had no report since last evening's meeting.

Finance Director's Report

Finance Director, Bob Tait, reported on the Capital Non-Recurring fund regarding the transfer of appropriation on the agenda tonight (see attached). Revenues include paving allotment, insurance recovery from a lightning strike, FEMA reimbursement. Within designated funds there is assessor revaluation, IT equipment, ETH improvements, police equipment, fire equipment and PW equipment, capital road improvements, P&R equipment, PW building maintenance, economic development, BOE capital, other miscellaneous items, graduate intern. Ending fund balance is \$3,163,563

New Business

None

Unfinished Business

Discussion and action on 2022-2023 Proposed Budget

Board members discussed the process of approving the proposed budget. Mr. Goodridge inquired about the emergency communications increase of Frontier. The First Selectman noted about the connection between the new communication system and the need to expand service within Town. Frontier is the only option.

Chair Madzula welcomed BOE Chair, Deb Zukowski and BOE Member, Don Ramsey. Mr. Ahuja shared his concerns regarding the overall size of the budget. He looked at a five year history and saw the total

enrollment is down 7% and expenditures have increased 12%. Ms. Zukowski noted many of the grant positions have stemmed from ESSER funds in connection with addressing the significant learning loss caused by the pandemic. Overtime, once the learning loss gap has decreased, the hope is some of the grant positions won't be needed as much. Ms. Zukowski noted the budget for special education nearly doubled and this is a big driver in the budget. Another concern is when a grade has a bulge in class size and there is a need for a new teacher. When a teacher is laid off given this circumstance, it becomes tricky to then hire a teacher needed for this as it could be seen as no job security. Ms. Zukowski has been speaking with State Legislatures ensuring that every student in the district is thriving and the specific needs for these students vary. Social Emotional Learning support at the elementary level is critical in terms of addressing change in behavior and emotional needs/services. Mr. Ramsey noted about various students were on the border of needing services and the pandemic pushed many of these students into really needing further services. He also noted the increase of families who have moved into Town. Ms. Zukowski shared she remembers roughly 30 special education students moving into the District last year. Mr. Ahuja inquired about the cost savings of Hawley being closed next year. The First Selectman and Ms. Zukowski shared much of the expenditures will remain the same in terms of transportation, supply, staffing, need to heat the building; however, there may be savings. The Town is unsure to what degree the savings will be. The First Selectman talked about. Mr. Ahuja reiterated the importance of discussing the budget as a group. The First Selectman discussed the flexibility of using capital non-recurring and how this benefits the tax payer. Ms. Miller also appreciated the discussion and how it was useful. Chair Madzula encouraged the Board to continue to ask questions as they see fit.

Erica Sullivan made a motion to approve the 2022-2032 proposed BOE budget as presented. Geoffrey Dent seconded.

Mr. Ahuja wanted to discuss the technology transfer. Ms. Sullivan talked about approving the \$616,540 in transfers.

Erica Sullivan made a motion to make a reduction in the amount of \$616,540 for the proposed BOE 2022-2032 budget as presented. Geoffrey Dent seconded. All in favor and motion passes.

Erica Sullivan made a motion to approve the reduced 2022-2023 BOE budget as amended in the amount of \$82,434,639. Geoffrey Dent seconded. All in favor and motion passes.

Erica Sullivan made a motion to make an adjustment to the 2022-2023 budget by transferring out capital non-recurring in the amount of \$1,300,000 using fund balance as presented by Finance Director. Geoffrey Dent seconded. All in favor and motion passes.

Erica Sullivan made a motion to approve the proposed 2022-2032 BOS budget in the amount of \$47,027,087 as presented. Laura Miller seconded. All in favor and motion passes.

Erica Sullivan made a motion to approve the total BOS 2022-2032 budget in the amount of \$129,461,726 as presented and authorize the Finance Director to make adjustments as needed. Laura Miller seconded. All in favor and motion passes.

Appropriation in the amount of \$120,003 for Cloud Storage of Police Data

Chief Kullgren noted the body cameras' storage had exceeded the lifespan in terms of storage and has a further need for capability for significant storage. This is because new cameras can't categorize the data—rather the data needs to be saved thus taking up space and storage is nearly full. State statute requires non criminal videos for 30 days and criminal videos for two years. Currently, the videos still cannot be purged. A new contract will be considered in five years.

Erica Sullivan made a motion to accept the resolution providing for an appropriation of \$120,003 for cloud storage of police data to be funded by capital & non-recurring funds. Laura Miller seconded. All in favor and motion passes.

Voter Comments

None

Announcements

None

Adjournment

Erica Sullivan made a motion to adjourn. Geoffrey Dent seconded. All members were in favor and the meeting was adjourned at 9:21pm.

Respectfully submitted,
Kiley Morrison Gottschalk, Clerk

Attachments

Appropriation
Letter from Finance Director

3 PRIMROSE STREET, MUNICIPAL CTR
NEWTOWN, CT 06470
TEL. (203) 270-4221
www.newtown-ct.gov



ROBERT G. TAIT
FINANCE DIRECTOR

OFFICE OF THE FINANCE DIRECTOR

TO: John Madzula II, Chairman, Board of Finance
RE: 2022 – 2023 proposed adjustment to BOS/BOE proposed combined budget
DATE: February 16, 2022

I recommend that the Board of Finance make an adjustment to the 2022-23 budget (in process) effectively changing the general fund undesignated fund balance to 12% of total budget amount according to the Town's fund balance policy. In order to accomplish this the adjustment would be:

REVENUES – Increase “use of fund balance” by \$1,300,000

EXPENDITURES – Increase “transfer out – capital & non-recurring” by \$1,300,000 (undesignated)

This adjustment would avoid the additional steps of amending the budget in mid-year.

Sincerely,

Robert Tait

Resolution providing for an appropriation (allocation) of \$120,003 for cloud storage of police data to be funded from the capital & non-recurring fund.

INFORMATION:

An Axon quote, from Sourcewell Contract # 010720-AXN, a governmental national purchasing cooperative, for the requested cloud storage total \$120,003 is attached. This is a five year storage agreement. Police servers are reaching their capacity limit (anticipated 6 to 9 months left). Upon discussing options with Al Miles, Director of IT, it was determined this was the best option based on price and the software options that accompany the agreement. Several options were discussed with Axon and the attached is the best price option for the camera that we currently operate. We recently purchased new body cameras from Axon in the summer of 2021(funded by the asset forfeiture fund).



Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-372887-44601.647RB

Issued: 02/09/2022

Quote Expiration: 03/31/2022

EST Contract Start Date: 04/15/2022

Account Number: 108653

Payment Terms: N30

Delivery Method: Fedex - Ground

SHIP TO	BILL TO
Newtown PD 191 South Main Street Newtown, CT 06470 USA	Newtown Police Dept. - CT 191 South Main Street Newtown, CT 06470 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Ross Blank Phone: (480) 502-6269 Email: rblank@axon.com Fax: (480) 502-6269	Jeff Silver Phone: (203) 426-5841 Email: jeff.silver@newtown-ct.gov Fax:

Program Length	63 Months
TOTAL COST	\$120,002.25
ESTIMATED TOTAL W/ TAX	\$120,002.25

Bundle Savings	(\$252.00)
Additional Savings	\$2,751.75
TOTAL SAVINGS	\$2,499.75

PAYMENT PLAN

PLAN NAME	INVOICE DATE	AMOUNT DUE
Year .5	Apr, 2022	\$6,000.09
Year 1	Jul, 2022	\$8,400.16
Year 2	Jul, 2023	\$26,400.50
Year 3	Jul, 2024	\$26,400.50
Year 4	Jul, 2025	\$26,400.50
Year 5	Jul, 2026	\$26,400.50

Quote Details

Bundle Summary		
Item	Description	QTY
ProLicense	Pro License Bundle	2
BasicLicense	Basic License Bundle	45
DynamicBundle	Dynamic Bundle	1

Bundle: Pro License Bundle Quantity: 2 Start: 4/15/2022 End: 6/30/2027 Total: 4939.2 USD				
Category	Item	Description	QTY	
E.com License	73746	PROFESSIONAL EVIDENCE.COM LICENSE (Formerly SKU 73746)	2	
A La Carte Storage	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE-	6	

Bundle: Basic License Bundle Quantity: 45 Start: 4/15/2022 End: 6/30/2027 Total: 40000.05 USD				
Category	Item	Description	QTY	
E.com License	73840	EVIDENCE.COM BASIC LICENSE	45	
A La Carte Storage	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE-	45	

Bundle: Dynamic Bundle Quantity: 1 Start: 4/15/2022 End: 6/30/2027 Total: 75063 USD				
Category	Item	Description	QTY	
Other	74010	AXON DOCK, 6 BAY, AXON BODY 2	1	
Other	85144	AXON STARTER	1	
Other	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	47	

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

[illegible]

2/24/2022

[illegible]

BOS - 144

BOE - 144

COMBINED

Beginning Fund Balance @ 06/30/2021

3,864,083

(847,744)

3,016,340

REVENUES:

Current Year's Interest to Date

284

—

284

Transfer-In

0

—

Misc Income (Aquarion - paving allotment)

557,100

—

557,100

Misc Income (Insurance recovery - lightning strike)

20321

—

20,321

State/Federal Grant (FEMA reimbursement)

553,536

—

553,536

Total Revenues

1,131,241

—

1,131,241

EXPENDITURES

712,628

271,390

984,018

Ending Fund Balance @ 02/24/2021

4,282,696

(1,119,134)

3,163,563

CAPITAL & NON-RECURRING FUND DETAIL					
2/24/2022					
ACCOUNTS:		BUDGET	EXPEND	BALANCE	OPEN PO
	7000 - UNDESIGNATED	1,634,368		1,634,368	
	7190 - ASSESSOR REVALUATION	151,000	9,476	141,524	137,524
	7205 - IT EQUIPMENT				
	Technology- Equipment	18,462	-	18,462	18,462
		18,462	-	18,462	
	7230 - EDMOND TH IMPROVEMENTS				
	ETH-Bathroom handicap access project	37,633	37,633	-	
	7310 - POLICE EQUIPMENT				
	Vehicle videos with equipment	115,965	60,110	55,855	55,855
	7320 - FIRE EQUIPMENT				
	Fire- Air Packs/Turnout Gear	152,599	15,707	136,892	7,697
	Rotating Grant	30,000	30,000	-	
	H & L radio mics	2,500	-	2,500	
	H & L pager w/amp base	2,500	-	2,500	
		187,599	45,707	141,892	
	7500 - PW EQUIPMENT				
	Medium Duty Truck(2) (balance from prior year)	32,270	25,434	6,836	
	10 Wheel Dump Truck	220,000	-	220,000	220,000
	Heavy Duty Hook Truck w/ 4 40cy containers	155,000	132,160	22,840	21,850
	Two All Season Body Replacement (#3 & 15)	120,000	114,270	5,730	5,461
	Recycling contract increase	137,449	137,449	-	
		664,719	409,313	255,406	
	7501 - CAPITAL ROAD IMPROVEMENT	557,100	-	557,100	
	7550 - P & R EQUIPMENT				
	Cut off saw/weed eaters/back pack blowers	3,473	2,700	773	
	Treadwell paver plaza	22,000	22,000	-	
	Court Recoating	15,000	-	15,000	
	Toro Groundmaster 1200	26,500	26,438	62	
	Misc	1,500	1,230	270	
		68,473	52,368	16,105	
	7650 - PW BLDG MAINT				
	Continue window abatement and refurbish	34,000	-	34,000	

CAPITAL & NON-RECURRING FUND DETAIL					
2/24/2022					
ACCOUNTS:		BUDGET	EXPEND	BALANCE	
7670 - LIBRARY IMPROVEMENTS		-	-	-	
7740 - ECONOMIC DEVELOPMENT					
	Banner System	5,000	-	5,000	
	Glen Road- Town Match	9,000	-	9,000	
		14,000	-	14,000	
7900 - BOE CAPITAL		per BOE 144			
	2020-21 Capital items	2,256	2,256	-	
	2021-22 Capital items	500,000	269,134	230,866	76,623
		502,256	271,390	230,866	
7999 - OTHER					
	Fix street lighting at municipal center	25,000	-	25,000	
	Insurance recovery - lightning strike	20,321	-	20,321	
	Handicapped playground at Dickinson	90,000	90,000	-	
	SHOP	1,100	-	1,100	
	Emergency Mgt - 2 dry suit; breathing bottles	9,300	8,021	1,279	
		145,721	98,021	47,700	
0000 - GRADUATE INTERN		16,000	-	16,000	
0000 - TRANSFER OUT TO DEBT SERVICE FUND					
		4,147,296	984,018	3,163,278	< FUND BALANCE
			(0)	285	>>> Interest
					(not added to
				3,163,563	undesignated yet)

**TOWN OF NEWTOWN
BOF 2022-23 WHAT IF**

	2021-22 ADOPTED	2022-23 BOS/BOE	%	2022-23 BOF	%	
BOS	43,521,856	45,727,087	5.07%	47,027,087	8.05%	***
BOE	79,697,698	83,051,179	4.21%	82,434,639	3.43%	
TOTAL	123,219,554	128,778,266	4.51%	129,461,726	5.07%	
MIL RATE	34.65	34.99		34.80		
% INCREASE		0.97%		0.44%		

2021-22 ADOPTED TO "WHAT IF" 2022-23 BOF					
BOF BUDGET INCREASE	→	6,242,172	5.07%	←	
FINANCED BY:					
0.44% MIL RATE INCREASE		542,000	0.44%		
OTHER REVENUE INCREASE		784,000	0.64%		
USE OF FUND BALANCE		1,300,000	1.06%		
INCREASE IN GRAND LIST		3,616,172	2.93%		
		<u>6,242,172</u>	5.07%	←	

*** Take out \$2,300,000 in capital & non-recurring (financed by fund balance and increase in grand list):

BOS	44,727,087	2.77%
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WHAT IF:

Increase capital & non-recurring by \$1,300,000 using fund balance (keeping fund balance at 12% of total budget)
 Decrease BOE by \$472,000 (bldg maint projects) & \$144,540 (chromebooks) - designate these items in capital & non-recurring